

DETERMINATION - REQUEST FOR PROPOSAL USAGE

1. A.C.R.R., R2-7-325.A, states that "The State Procurement Administrator shall determine in writing that competitive sealed bidding is either not practicable or not advantageous to the State of Arizona. The State Procurement Administrator may make a class determination that it is either not practicable or not advantageous to the State to procure specified types of materials or services by competitive sealed bidding."
2. "Professional Services" are unique, technical, and/or infrequent functions performed by independent contractors whose occupation is the rendering of such services. While not limited to licentiates, the services are considered "professional". (Definition from National Institute of Governmental Purchasing Seminar on Purchase/Management of Contracting for Services).
3. Professional Services include design, financial services, medicine and the medical arts, insurance, management and systems consultation, research, insurance, legal services, consulting services, etc.
4. It is not practicable or advantageous to use competitive sealed bidding for Professional Services since it is frequently necessary to:
 - a. Use a contract other than a fixed-price type; or
 - b. Conduct oral or written discussions with offerors concerning technical and price aspects of their proposals; or
 - c. Afford offerors an opportunity to revise their proposals; or
 - d. Compare the different price, quality, and contractual factors of the proposals submitted; or
 - e. Award a contract on which price is not the determining factor.
5. For the reasons stated above, and in accordance with A.C.R.R., R2-7-325, it is hereby determined that Professional Services as defined herein may be procured through the use of the competitive sealed proposal method of source selection.
6. This determination may be modified or revoked by the State Procurement Administrator at any time.



John O. Adler, CPPB, State Procurement Administrator

7-17-00

Date